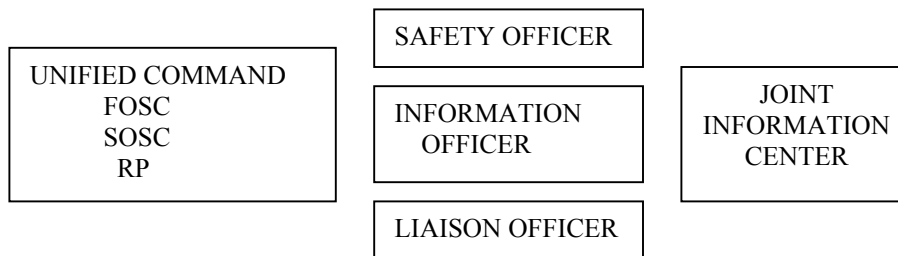


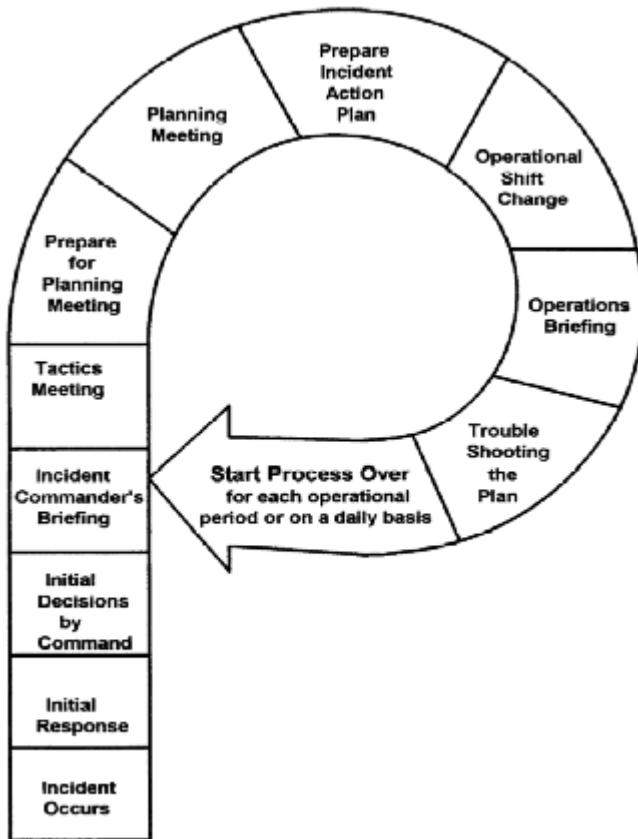
Mariana Islands Area Contingency Plan - Command**Section: 2000 COMMAND****2100 COMMAND STRUCTURE****Command Staff Organization:**

As discussed in Section 1512 & 1513, a Unified Command Incident Command System (ICS) will be used in coordinating a response to an oil spill or hazardous material incident.



- Incident Command System: The signatory agencies will use the National Interagency Incident Management System (NIIMS) model Incident Command System (ICS).
- Unified Command: When two or more agencies or multi-jurisdictions are involved with a response a Unified Command philosophy is adopted. The Unified Command (Federal, State & R.P.) is responsible for the overall management of the incident. The Unified Command directs incident activities including the development and implementation of strategic decisions and approves the ordering and releasing of resources through the generation of a Incident Action Plan (IAP).

**2110 COMMAND AND GENERAL STAFF PLANNING CYCLE GUIDE**



## 2200 COMMAND STAFF ELEMENTS: ROLES AND RESPONSIBILITIES

### 2210 FEDERAL ON-SCENE COORDINATOR

The Federal On-Scene Coordinator is the pre-designated Federal official responsible for ensuring immediate and effective response to a discharge or threatened discharge of oil or a hazardous substance. The U.S. Coast Guard designates FOSC's for the U.S. coastal zones, while the U.S. EPA designates FOSC's for the U.S. inland zones.

The first federal official affiliated with an NRT member agency to arrive at the scene of a discharge should coordinate activities under the NCP and is authorized to initiate, in consultation with the Pre-Designated FOSC, any necessary actions normally carried out by the Pre-Designated FOSC until the arrival of the pre-designated OSC. This official may initiate federal Fund financed actions only as authorized by the FOSC.

Where appropriate, the FOSC shall establish a unified command consisting of the FOSC, the State

Incident Coordinator(SOSC), and the Responsible Party. The Unified Commanders are responsible for assigning individuals from within the response community (Federal, Area, local or private), as necessary, to fill the designated positions in the NRS incident level response organization. It should be noted, however, that one individual may fill several of the designated positions. These assignments will be predicated on the nature of the spill and the need for extensive manning.

The Unified Command shall, to the extent practicable, and as soon as possible after the incident occurs, collect pertinent facts about the discharge, such as its source and cause; the identification of responsible parties; the nature, amount, and location of discharged materials; the trajectory of discharged materials; whether the discharge is a worst case discharge; the pathways to human and environmental exposure; the potential impact on human health, welfare, safety and the environment; whether the discharge poses a substantial threat to the public health or welfare; the potential impact on natural resources and property which may be affected; priorities for protecting human health and welfare and the environment; and appropriate resource documentation.

The OSC or Unified Command should consult with the RRT, when necessary, in carrying out the requirements of the NCP and keep the RRT informed of activities under the NCP. The OSC is responsible for addressing worker health and safety concerns at a response scene.

In those instances where a possible public health emergency exists, the OSC or Unified Command should notify the local and regional RRT Health and Human Services (HHS) representative. Throughout response actions, the OSC may call upon the HHS representative for assistance in determining public health threats and call upon the Occupational Safety and Health Administration (OSHA) and HHS for advice on worker health and safety problems.

The OSC or Unified Command shall ensure that the trustees for natural resources are promptly notified of discharges. The OSC shall coordinate all response activities with the affected natural resource trustees and shall consult with the affected trustees on the appropriate removal action to be taken. When the OSC becomes aware that a discharge may affect any endangered or threatened species, or their habitat, the OSC shall consult with the appropriate Natural Resource Trustee. Determination of potential discharge impact can be made through consulting the Area Sensitivity Maps (Section 4430).

The OSC or Unified Command shall submit pollution reports to the RRT and other appropriate agencies as significant developments occur during response actions, through communications networks or procedures agreed to by the RRT and covered in the RCP.

OSC's or Unified Command should ensure that all appropriate public and private interests are kept informed and that their concerns are considered throughout a response, to the extent practicable.

**2211            FEDERAL ON-SCENE COORDINATOR (FOSC)**

The Pre-designated Federal On Scene Commander is the Commanding Officer, USCG MSO Guam for all oil spills on the navigable water of Guam and the CNMI.

**2212            STATE ON-SCENE COORDINATOR (SOSC)**

The State On-Scene Coordinator is the Director of the Guam Environmental Protection Agency(GEPA) for oil. The Guam Fire Department is the State On-Scene Coordinator for hazardous material incidents.

The Director of CNMI Emergency Management Office has been designated to represent the Commonwealth within the Unified Command for both oil and hazardous material incidents.

**2213            RESPONSIBLE PARTY INCIDENT MANAGER**

The Responsible Party, if designated, shall provide a representative to the Unified Command.

**2214            INFORMATION OFFICER (IO)**

**2214.1        PAO AND PIAT**

The general public's opinion of an oil spill effort is not always based upon what action has been taken, but upon what information they have received. Supplying information to the media is a critical component of pollution response, and is a primary function of the Unified Command. Early and accurate news releases serve to minimize public apprehension and to enhance their faith in the response community's ability to deal with oil spills.

To ensure an accurate flow of information, a single point of contact or pool of public affairs personnel should be established for media relations. The number of people needed to respond to inquiries will vary depending on the size of the incident and the media interest involved. The Unified Command has many resources available

to assist with the media. For small spills, the assistance of the Public Affairs Officer (PAO) may be sufficient. For larger spills with more media interest, it may be necessary to seek assistance from other sources such as the Public Information Assist Team (PIAT), District Public Affairs or private industry. The Public Affairs Checklist for Pollution Incidents (enclosure 10) is a general checklist to be used for public affairs procedures during pollution response operations.

#### **2214.11 Community Relations**

Providing information directly to members of the impacted community, free of the filtering and potentially distorting effect of the media is critical to public understanding of the incident response. Community relations may include scheduling of public meetings, preparing speeches and coordinating public activities with public officials and protocol personnel. In order to ensure that important constituencies are not overlooked or slighted during a major response, it is important that a Community Relations Officer be assigned to the public affairs element. Under no circumstances should community relations be a collateral duty of the media relations officer during a major incident.

Pollution incidents that generate significant media interest normally require press conferences or news briefs. These media gatherings provide an opportunity to film and ask questions of senior response officials. People arranging conferences and briefings should ensure that top officials are available and up-to-speed on any special interest areas. It is beneficial to provide a press release, statement or press packet prior to conducting a press conference. The spokesperson(s) should approach the conference with a clear idea of the specific points to be discussed and anticipate questions that may be posed. Charts, diagrams and other visuals serve to facilitate presentations and clarify response actions.

A schedule of the times and locations for press conferences should be published and made available to the media well in advance, whenever possible. This can be accomplished with a news advisory. It may be beneficial to conduct press conferences near the site of a pollution incident. This presents a challenging scenario to the PAO or other Public Affairs Personnel.

Public buildings in the area which could handle the expected media representatives should be quickly identified. This may include local Coast Guard facilities,

fire stations, police stations or other area and local government buildings.

One alternative is to conduct a conference or briefing on scene or from alongside a mobile command post. On scene conferences or briefings must be carefully coordinated to ensure efforts to control the spill are not disrupted. For press conferences or briefings, provide convenient access for federal, area and local officials and a facility which is large enough to accommodate the anticipated number of media personnel.

Some members of the media will request access to the spill site for photo opportunities. Direct access to private property such as facilities, vessels or barges will remain under the control of the owner. It may be advantageous to make a Coast Guard vessel available to tour the affected area from the water side. When media interest exceeds the capacity of the pool, the selection of participants is best left to members of the media. The media may also obtain their own vessel or aircraft with which to view the spill site. They will continue to be governed by a Security or Safety Zone that may be in effect unless granted specific access by appropriate authority.

Members of the media may also approach personnel at a spill site. If possible, they should be referred to the PAO, the OSC's representative or the OSC (in that order). Agency representatives on scene may answer questions regarding their particular role. The rule of thumb is, if its your job you can talk about it, if its not, then refer them to whomever is responsible.

Accompanying a spill of significant public interest will be an increased demand for information from public officials. Coast Guard Public Affairs personnel are also responsible for fielding political inquiries as directed by the public officials who may request information about the incident.

#### **2214.12 Internal Information**

Informing the members of the response community of the status of the response is vital if consistent and accurate information is to be conveyed to all interested parties. Internal information is the process of informing our own people of the status of our activities.

At a minimum, all personnel assigned to response duties should be provided with access to the daily fact sheet prepared by the media relations officer. This will help ensure a consistent and accurate flow of information.

## **2214.2 JOINT INFORMATION CENTER (JIC)**

During a major oil spill where media activity is expected to last several days, the Unified Command should establish a joint information center (JIC) to coordinate the Public Affairs activities of participating agencies and parties. The role of the JIC includes:

1. Providing multiple phone lines for incoming calls, manned by knowledgeable individuals.
2. Ensuring area and Federal government Public Affairs representatives are available to the media.
3. Issuing press releases to the media and providing copies to response officials.
4. Scheduling and coordinating news conferences and media briefings.
5. Providing the responsible party (spiller) an opportunity to coordinate their media efforts with those of the OSC.

A fact sheet is designed to provide the media with important details about the spill cleanup operations, and identifies a point of contact that the media can call if they need more information. Fact sheets should be updated at least daily or whenever situational changes warrant. Updates should be phoned or faxed to the media outlets identified in Section 2214.3.

Considering the high level of environmental awareness in many communities, any pollution incident is likely to generate interest from the public and media. One or two inquiries by phone can be handled by a short phone interview with the Public Affairs Officer (PAO) or the appropriate Branch Chief. For large spills, it is not always possible to serve the people of the news media by conducting individual phone interviews. However, when significant media interest is anticipated, the PAO should generate a press release describing the incident, response efforts, future plans, and other details as necessary.

The press release should be prepared on official letterhead or on a prescribed news release format. It should always include a name and phone number for additional information. The news release should be sent by the most expeditious manner. It is not necessary to supply a news release to every news agency listed. As a minimum, the release should be supplied to newspapers and other

media members who have inquired about the incident. It is important to give a news release broad distribution to avoid giving one media representative an advantage over another. A wide distribution can be accomplished quickly by sending the release to local TV, radio, and newspapers. They are all on line with all wire services. A copy of the news release should be provided to all interested parties (spiller, area representative, and the OSC's staff, and should be aimed to the Duty Officer or others who may end up speaking with the media).

An updated press release should be prepared at regular intervals so that the media can be continually informed of progress. Distributing a press release by 1200 or 1300 on a daily basis will place timely information in the hands of the television and radio media for inclusion in the evening's news summary. For the print media, an evening press release is recommended to provide a final update for the day. This daily press release (provided as often as necessary) should continue until the pollution incident has been concluded, or there is no more media interest.

A schedule of times and locations for press conferences should be published and made available to the media well in advance of holding press conferences.

### **2214.3 MEDIA CONTACTS**

The members of the JIC have various resources available to them to disseminate information. Those resources are: U.S. or local Government, wire services, television, radio, and newspapers.

#### **2214.31 Government Resources**

The District Public Affairs Office is ready to assist an OSC by providing Public Affairs Specialists for media liaison and photo documentation. This office should be contacted early as the primary resource for public affairs assistance. A Coast Guard Public Information Assist Team (PIAT) is also available to OSC's when additional personnel or expertise are required to accommodate the media. PIAT is a specialized, self contained, public affairs resource which is available through the National Response Center (800) 424-8802, or the National Strike Force Coordination Center at (919) 331-6000. All public affairs resources will work directly for the Unified Commanders. In the event a JIC is established, the spiller should be encouraged to provide a spokesman to the JIC to facilitate "one stop shopping" for the media.



COMNAVMARIANAS has a capable Public Affairs staff available to assist with staffing the JIC once it is established.

**2214.32 Wire Services**

To be developed.

**2214.33 Television**

KUAM: TV Channel 8  
Business Office : (671) 637-5826

KMCV: Channel 7  
Business Office: (670) 235-6369

**2214.34 Radio**

GUAM:

KUAM: 610 AM, Classic 94 FM: See above

NEWTALK-57  
Agana: (671) 477-5700  
Fax: (671) 477-3982

POWER 98 FM  
Agana: (671) 477-5700  
Fax: (671) 477-3982

CNMI:

KRSI (98 FM)  
Garapan Ph: (670) 233-9801

KPXP (99 FM)  
Garapan Ph: (670) 235-7999

KCNM (1053 AM)  
San Jose Ph: (670) 234-7239

KZMI (103.9 FM)  
San Jose Ph: (670) 234-7239

**2214.35 Newspapers**

GUAM:

Pacific Daily News: (671) 477-9711 or 475-6397  
Fax: (671) 477-3079

CNMI:

Pacific Daily News: (670) 234-6423

Saipan Tribune: (670) 322-8747

Marianas Variety: (670) 234-6341

## **2215 LIAISON OFFICER**

Incidents that are multi-jurisdictional or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer's responsibilities are:

- To serve as the initial point of contact for participating Federal, State and Local agencies with a vested interest in the response.
- To maintain a spill response summary distribution list for public and private entities requesting spill response status reports.
- To receive and coordinate all calls from public and private entities offering assistance or requesting information.
- To identify public and private concerns related to the status and effectiveness of the spill response.

## **2216 HEALTH & SAFETY OFFICER**

The Health & Safety Officer is responsible for health and safety of incident responders who addresses public safety. This section has been developed to provide guidance in the preparation of a proper Site Safety and Health Plan, and in protecting personnel from serious risks to their physical safety and health while responding to a oil spills or hazardous materials. The following topics are discussed: Site Control, Site Safety, Training Guidelines, Personal Protective Equipment and Heat Stress. Checklist and sample documents are also included to assist in that regard. Such documents are for illustrative purposes, not every aspect covered will be relevant in the circumstances of a particular oil spill. Other forms, etc. which meet the performance requirements and intent of the regulations and this section are equally acceptable.

Oil spill responders may be called upon to fulfill a variety of roles under changing conditions during the containment, control and clean-up following a marine oil spill. Some of those oil spill response roles will involve working on vessels at or nearby the source or the spill, while others will be concerned primarily with longer-term shoreline clean-up operations. Additional personnel should be involved in "defensive-type" preparatory activities on the shoreline following a marine

oil spill but prior to the actual deposition of oil on the section of the coast.

Many of these roles have different training needs. Appropriate response strategies are also required under changing conditions to safeguard the health and safety of personnel while responding quickly and effectively to limit the impact of the spill on the natural environment.

Initial control and clean-up should always be undertaken by personnel trained as Hazardous Materials Technicians in accordance with 29 Code of Federal Regulations 1910.120. This operational phase of the response is often characterized by changing conditions at and near the spill site. Accordingly, these oil spill responders are trained to recognize and monitor hazard conditions and implement standard operating procedures and response strategies to protect themselves while effectively responding to the emergency. A short-form Site Safety and Health Plan (typically a pre-formatted document only a few pages in length) is appropriate should the response extend beyond a single shift.

Where there have been significant shoreline impacts due to the size or duration of the spill, an extended period of post-emergency response clean-up may be required. This operational phase frequently requires substantial numbers of personnel but is characterized by limited, stable and readily-identified hazard conditions. In such conditions where the site has been fully characterized and a detailed Site Safety and Health Plan prepared by a qualified person approved by the On-Scene Coordinator, it is not usually necessary that all personnel involved have prior training to the Hazardous Material Technicians level. Instead, these categories of oil spill responders must receive specific safety and health training for the hazards and control measures identified in the Site Safety and Health Plan, together with the job skills and procedures appropriate to their role in the clean-up operations.

This section recognizes that the safety and health training needs for some of those categories of personnel extend beyond that which might be narrowly defined as "hazardous material handling". It also recognizes that some aspects of 29 CFR 1910.120 "Hazardous Waste Operations and Emergency Response" are imprecise in relation to marine oil spills, and thus open to interpretation from time to time in specific situations.

This section also recognizes that public-interest volunteers and special interest groups will frequently seek

to contribute to and be actively involved in mitigating the adverse effects on the environment. While in a strict legal sense the provisions of 29 CFR 1910.120 may not in general apply to such volunteers, there is a responsibility for the Safety and Health Training Plan to address such personnel as well.

Accordingly, this section is guided by the fundamental objective of the Occupational Safety Health Act of 1970 and subordinate regulations - to protect "workers" from unreasonable risks to their physical safety and health in the performance of their duties. This plan provides a practical and thus achievable means of providing such training for each of the multiple categories of personnel identified, and recognizes the unique circumstances which can exist immediately following a significant marine oil spill.

All training records should reflect that OSHA/GOSHA requirements have been satisfied. Contractors are responsible for certifying the training of their employees. OSHA has recognized the need to remove oil from the environment and has empowered the OSHA RRT representative to reduce the training requirement for certain post-emergency response workers to 4 hours, as referenced in the De Minimis criterion of OSHA instruction CPL 2-2.51. Such reduced training requirements apply to all Coast Guard personnel and private workers, particularly in shoreline clean-up operations. The Area Committee has determined that pre-spill training of prospective volunteers with the 4 hour course reduced training applies to all Coast Guard personnel and private workers. This information is referenced in the De Minimus Criteria of OSHA instruction CPL 2-2.51. The level of training depends on the threat of exposure. It is important to fully characterize the spill site and determine the health and safety risks before determining the required level of training. This is to be conducted by a qualified person as approved by the On-Scene Coordinator.

## **2216.1 HEALTH SAFETY TRAINING**

### **2216.11 Site Control**

For safety on site it is important to identify what workers do and what level of HAZWOPER training they have. If the incident commander deems it necessary, he may require clothing, including hats, vests, etc., that are color coded to designate level of HAZWOPER training. It is important to remember that this does not necessarily designate who is in charge, but indicates level of training only.

A color coded system for the Plan is as follows:

White	-	No HAZWOPER training
Yellow	-	4 to 23 hours of training
Green	-	24 hours or more of training

Documentation of training for all workers requiring any level of HAZWOPER training must be available on site. That documentation, regardless of whom it is issued by, should have the following information:

1. Level of HAZWOPER training
2. Picture of individual
3. Location of individual's training record

*Note: More than one document may be used to satisfy these requirements, e.g. a photo driver's license plus a HAZWOPER training card; this planning document strongly recommends the use of personal training cards with pictures whenever possible.*

#### **2216.12 Site Safety**

The role of the site safety and health supervisor is to assess the site, determine the safety and health hazards present, and determine if OSHA regulations apply. If an OSHA field compliance officer is on scene, he or she should be consulted to determine the applicability of OSHA regulations. Disputes should be referred to the Department of Labor representative of the RRT. Likewise, health and safety issues concerning the general public should be referred to the Guam Department of Public Health. The individual making the site characterization should communicate the hazards associated with the spill, and provide recommendations to the protection of workers' health and safety through a Site Safety and Health Plan. The responsibility for the health and safety of personnel supporting a pollution response mission rests with the FOSC.

#### **2216.13 Training Guidelines**

Categories of personnel potentially involved on site, with Health and Safety Training requirements for each:

##### Direct Beach Cleaning Operations

Permanent employees of oil spill response contractors.	24 hrs
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Permanent employees of operating (oil) companies' HAZMAT teams including the RP.	24 hrs
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Supervisory and managerial staff of oil spill response contractor. #40+8 hrs

Supervisory and managerial staff of operating oil companies including the RP. \*40+8 hrs

Team members from oil spill response cooperatives. 24 hrs  
\*40+8 hrs

Operators of contracted heavy equipment (tractors, graders, etc.) 24 hrs

Casual day labor force. 24 hrs

Any of the above required to perform duties such as dispersant spraying, the distribution of biological agents, etc. 24 hrs

On-Scene Unified Incident Commanders 24 hrs

USCG personnel 40 hrs

#### Offshore Cleanup Operations

Employees involved in direct cleaning operations 24 hrs

Vessel crew members not involved with direct cleanup 24 hrs

#### Beach-Cleaning Support Services

Perimeter Security personnel (police or contractor) Nil

Workers at staging areas handling heavy loads with forklifts and cranes. (Loading and unloading of vessels and over the road trucks) 24 hrs

Heavy transport drivers (i.e., removal of contaminated sand, etc.) Nil

Paramedics at site EMT post. (Municipal, commercial operators or volunteer first aiders) Nil

Site refreshment services (food and drink)(Could be commercial operators or nonprofit agencies) Nil

#### Specialist Services

Industrial hygienist for site characterization and monitoring. 24 hrs

#### Public Interest Volunteers

Wildlife rescue and recovery. (Both on the beach and in the water - wading and in small boats.) 4 hrs

Wildlife cleaning at staging areas outside the "hot zone". 4 hrs

Beach cleanup (especially the cleaning of oil affected stones, etc.) 4 hrs

Visitors to the "Hot Zone"

Other USCG Staff (See Note\*\*)

RP senior management (not involved in supervising awareness on site operation)

Politicians awareness

Specialist professional staff from public agencies 24 hrs  
(e.g., government monitoring of activities.)

Specialist professional staff from independent consultant. 24 hrs

Representatives of special interest groups. awareness

**NOTES**

\* If engaged in supervising the cleanup operation on site.

\*\* USCG personnel should have received awareness level of training.

@ Refer to 29 CFR 1910.120(q)(4), Safety and Health criteria.

## TRAINING SYNOPSIS

### HAZWOPER BASIC CLEAN-UP

Audience: All personnel involved in clean-up after the initial response to an oil spill.

Length: 4 hours.

Prerequisites: None.

Course Objectives: On completion of this course, students will be able to recognize potential hazards of, and safe procedures for, petroleum spill clean-up. Specifically, the student will be able to:

- 1) Summarize the organization, authorities, and responsibilities for a site clean-up.
- 2) Describe what the potential hazards of petroleum products and other hazards on-site may be.
- 3) Explain when decontamination procedures are necessary and how to perform self-decontamination.
- 4) Describe safe work practices to avoid unnecessary exposures.
- 5) Identify ways to protect against improper lifting, heat stress, hypothermia, and slips, trips and falls.

Course Content: The course includes the following subject areas:

- 1) Spill clean-up and site safety and health plan
- 2) Personal protective equipment
- 3) Review of petroleum products and their hazards
- 4) Respiratory protection awareness\*\*, heat stress, hypothermia, and sunburn dangers
- 5) Decontamination and other hygiene practices
- 6) Specific site hazards; i.e., surf, coral, jellyfish, etc.
- 7) Oil spill incidents

*\*\* Not qualified to wear respirator*

### HAZWOPER 24 HOUR EMERGENCY RESPONSE TRAINING

Audience: Personnel who may be required to perform on-site duties during the initial response of operation.

Length: 24 Hours



Prerequisite: None

Course Description: This course provides the knowledge and skills on HAZWOPER issues required of Emergency Responders by 29 CFR 1910.120 to work safely in the oil spill environment.

Course Objective: On completion of this course, student will be able to describe the hazards of responding to oil spills, effectively avoid such hazards while responding to an oil spill, and supervise another safe post-emergency response clean-up operation. Specifically, students will be able to:

- 1) Describe the properties of petroleum products and materials.
- 2) Summarize applicable OSHA regulations.
- 3) Define a respiratory protection program.
- 4) Describe the hazards of protective material.
- 5) Describe environmental effects on airborne exposure to hazardous material.
- 6) Define toxicological terms and exposure routes.
- 7) Explain what respiratory protective measures are appropriate for different situations.
- 8) Identify symptoms of heat stress, hypothermia, and sunburn and how to prevent them.
- 9) Describe contamination and decontamination techniques and procedures.
- 10) Define spill response strategy and hazards assessment and abatement techniques.
- 11) Describe characteristics of air monitoring devices, and how to select, use, and calibrate air monitoring equipment.
- 12) Summarize key aspects of air monitoring program.
- 13) Describe permit-work activity concepts.
- 14) Describe removal equipment safety techniques.
- 15) Describe the components of a medical surveillance program.

16) Explain when a site specific plan is needed, and what it contains.

17) Describe site safety officer responsibility.

Course Contents: The course includes the following subject area:

- 1) Regulatory review
- 2) Personal protective equipment
- 3) Review of petroleum products.
- 4) Basic hazardous substance spill response.
- 5) Respiratory protection.
- 6) Heat stress, hypothermia, and sunburn dangers.
- 7) Specific site safety; i.e., surf, coral, jellyfish.
- 8) Decontamination.
- 9) Air monitoring equipment.
- 10) Oil spill incidents.
- 11) Practical oil spill safety and health concerns.

#### HAZWOPER 40 HOUR TRAINING

Audience: Full time employees of contractors and those giving the 40-hour HAZWOPER training.

Length: 40 Hours

Prerequisite: None.

Course Description: This course provides the knowledge and skills on HAZWOPER issues requires to qualify personnel responsible to conduct training of emergency responders, in accordance with 29 CFR 1910.120, to work safely in the oil spill environment.

Course Objectives: On completion of this course, student will be able to describe the hazards of responding to oil spills, effectively avoid such hazards while responding to an oil spill, and train others in safe emergency and post-emergency response clean-up operations. Specifically, students will be able to:

- 1) Describe the properties of petroleum products and materials.
- 2) Summarize applicable OSHA regulations.
- 3) Area regulatory requirements for air monitoring.
- 4) Define a respiratory protection program.

- 5) List command protective materials and devices for materials found in the oil spill environment.
- 6) Describe environmental effects on airborne exposure to hazardous materials.
- 7) Define toxicological terms and exposure routes.
- 8) State classes of respiratory protection devices, describe how to select a respirator, and demonstrate how to inspect, don, and maintain respiratory equipment.
- 9) Describe the EPA levels of protection in terms of the conditions requiring each.
- 10) Describe contamination and decontamination techniques and procedures.
- 11) Identify symptoms of heat stress, hypothermia, and sunburn and how to prevent them.
- 12) Describe characteristics of air monitoring devices, and how to select, use, and calibrate air monitoring equipment.
- 13) Summarize key aspects of an air monitoring program.
- 14) Describe permit-work activity concepts.
- 15) Describe removal equipment safety techniques.
- 16) Describe the components of a medical surveillance program.
- 17) Explain when a site specific plan is needed, what it contains, and prepare a site safety plan briefing.
- 18) Describe site safety officer responsibilities.
- 19) Complete site safety records and reports.
- 20) Regulatory review.
- 21) Personal protective equipment.
- 22) Permit program.
- 23) Basic hazardous substance spill response and exercise.

- 24) Respiratory protection.
- 25) Heat stress, hypothermia, and sun burn dangers.
- 26) Specific site safety; surf, coral, jellyfish.
- 27) Decontamination.
- 28) Air monitoring and equipment.
- 29) Hearing conservation.
- 30) Incident Command system.
- 31) Hazard communication.
- 32) Medical surveillance.
- 33) Oil spill incident.
- 34) OSHA compliance.
- 35) Practical oil spill safety and health concerns.
- 36) Management safety and health concerns.

#### HAZWOPER REFRESHER TRAINING

Audience: All HAZWOPER trained personnel.

Length: 8 Hours

Prerequisites: Previous HAZWOPER training within the past 12 months.

Course Description: This course provides annual refresher training on HAZWOPER issues required by 29 CFR 1910.120.

Course Objectives: On completion of this course, students will have their knowledge and skills required to work safely in the oil spill response environment.

Specifically, the student will be able to:

- 1) Describe HAZWOPER regulatory and policy changes enacted within the past year.
- 2) Describe health and safety problems that arose in the past.
- 3) Define toxicological terms and exposure routes.

- 4) Explain what respiratory protective measures are appropriate for different situation.
- 5) State the requirements of equipment decontamination.
- 6) Identify symptoms of heat stress, hypothermia, and sunburn and how to prevent them.
- 7) Summarize how to select, use, and calibrate air monitoring equipment.
- 8) Describe the components of a medical surveillance program.

Course Content: The course includes the following subject areas:

- 1) Regulatory review.
- 2) Personal protective equipment.
- 3) Review of petroleum products.
- 4) Seamanship safety.
- 5) Respiratory protection, heat stress, hypothermia and sunburn dangers.
- 6) Site safety.
- 9) Decontamination.
- 8) Air monitoring equipment.
- 10) Oil spill incidents.

#### HAZWOPER SUPERVISOR TRAINING

Audience: Personnel who may be required to perform the duties of a supervisor during post-emergency response operations.

Length: 8 Hours

Prerequisites: 40 Hour HAZWOPER training

Course Description: This course provides the knowledge and skills on HAZWOPER issues required by OSHA to supervise post-emergency responders involved in shoreline clean-up.

Course Objectives: On completion of this course, students will be able to implement safety programs relative to post-emergency response operations. Specifically, students will be able to:

- 1) Summarize applicable OSHA regulations.
- 2) Implement site action and safety plans.

- 3) Implement PPE program.
- 4) Implement site-specific spill containment and removal plans.
- 5) Perform decontamination techniques and procedures.
- 6) Define spill response strategy and hazard assessment and abatement techniques.
- 6) Describe site safety officer responsibilities.
- 7) Complete site safety records and reports.

Course Content: The course includes the following subject areas:

- 1) Regulations review.
- 2) Personal protective equipment.
- 3) Respiratory protection.
- 4) Specific site safety, i.e., surf, coral, sunburn, jellyfish.
- 5) Decontamination.
- 6) Air monitoring equipment.
- 7) Practical oil spill safety and health concerns.
- 8) Site assessment and plan implementation.

#### **2216.14 Personal Protective Equipment and Heat Stress**

Besides training and development of a Site Safety and Health Plan, appropriate selection and use of Personal Protective Equipment (PPE) is essential for worker safety. The following information is provided to assist the Site Safety Officer in using hazard analysis to determine appropriate PPE. No attempt is made to address respiratory protection; oil spills normally do not require the use of a respirator. For oil spill situations requiring worker respiratory protection, full compliance with 29 CFR 1910 is required.

The Site Safety Officer shall generally be guided by the American Conference of Government Industrial Hygienists Guidelines in determining work/rest periods, heat stress reduction strategies, and fluid intake. It is recognized by the Committee that Personal Protective Equipment (PPE) suitable to protect a worker from contacting deposited oil is by design the type of material that will restrict the bodies natural ability to control its core temperature. Wearing full PPE in a hot and humid work environment such as Guam will cause heat stress. To effectively deal with heat stress issues requires a comprehensive approach that includes full understanding and

implementation of all heat stress reduction strategies. These measures include but are not limited to the following.

1. Proper application of a program to supply water to site workers in a controlled manner that prevents oil ingestion but supplies adequate quantities to satisfy OSHA standards.
2. Measures to insure that workers are in good health and can withstand the normal levels of heat stress that may be required of certain tasks.
3. Work/Rest periods consider temperature, humidity, acclimatization, wind, and required PPE.
4. Proper selection of PPE to minimize heat stress while still protecting the site worker from oil exposure as needed.

These Heat Stress reduction measures should be fully outlined in the Site Safety and Health Plan. Additional specific heat stress reduction strategies may be mandated by the Site Safety and Health Supervisor and should be included on the Site Safety and Health Plan.

#### **2216.15 Generic Site Safety and Health Plans**

The Site Safety and Health Plan is available in Enclosure 11 Site Safety Plan for Coastal Oil Spills. This enclosure does not include attachments which will be provided but not exceeding by MSO Guam/MSD Saipan as needed. The Short Form Site Safety and Health Plan is for a short term event, exceeding but not exceeding a single work shift. The outline of a Standard Site Safety and Health Plan is for reference to the elements of a larger Site Safety and Health Plan that would be required for a longer or more complex event. The form and specific element of these examples are suggestions for guidance only. Other formats are acceptable as long as the content is satisfactory to the situation.

#### **2300 COMMAND CENTER**

#### **2310 SITES AVAILABLE**

##### GUAM:

1. Top O'The Mar Consolidated Club, Nimitz Hill.
2. Civil Defense Emergency Operations Center, Agana Heights. (The Coast Guard and the local agencies will normally use this EOC for their command post in major spills)

SAIPAN:

1. CNMI Emergency Management Office, Emergency Operations Center, Capital Hill, Saipan.
2. Mobil Oil Facility, Saipan.

TINIAN:

To be developed.

ROTA:

To be developed.

**2311 PROCEDURES FOR ESTABLISHMENT**

A Unified Command Post will be established in the following circumstances:

1. For all major discharges or releases.
2. For all discharges or releases threatening environmentally sensitive areas.
3. For all discharges or releases that generate a high degree of press and/or public interest.
4. When requested by a Government of Guam/CNMI Agency.
5. When requested by the FOSC.
6. When directed by the Governor of Guam/Governor of CNMI.

**2312 EQUIPMENT NECESSARY**

All sites will have sufficient office equipment and supplies to initiate a response. Response personnel will have to provide such material as the response progresses.

**2400 NATURAL RESOURCE DAMAGE ASSESSMENT (NRDA)**

NRDA involves identifying the type and degree of impacts to public biological and cultural resources in order to assist in restoring those resources. NRDA may involve a range of field surveys and studies used to develop a monetary damage claim, or may involve immediately developing a restoration plan with the responsible party. NRDA activities for small



spills typically involve simplified assessment methods and minimal field data collection.

Given that the goals of NRDA are outside the sphere of most emergency spill response actions, NRDA activities generally do not occur within the structure, processes, and control of the Incident Command System. However, particularly in the early phases of a spill response, many NRDA activities overlap with environmental assessment performed for the sake of spill response. Because NRDA is carried out by natural resource trustee agencies and/or their contractors, personnel limitations may require staff to perform NRDA and response activities simultaneously. Therefore, NRDA staff should remain coordinated with the spill response organization, and need to work directly with the Unified Command, Environmental Unit, Wildfire Rescue/Rehabilitation Branch and the NOAA Scientific Support Coordinator to resolve any problems or address areas of overlap. While NRDA resource requirements and costs may fall outside the responsibility of the Logistics and Finance sections, coordination is again important.